

UNIT IV SCHOOL BOARD
1989 - 1990
ANNUAL REPORT



A.

91-03708/

ANNUAL REPORT
OF
BOARD OF TRUSTEES OF
REGIONAL ADMINISTRATIVE UNIT NO. 4
JUNE 30, 1990

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October 9, 1990

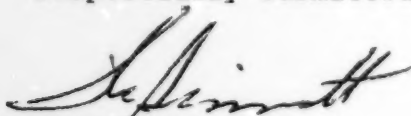
Mr. Paul Connolly
Minister of Education,
Province of Prince Edward Island,
P.E.I.

Dear Mr. Connolly:

I have the honor to submit, for your consideration, the eighteenth Annual Report of the Board of School Trustees of Regional Administrative Unit No. 4, for the school year ended June 30, 1990.

This document contains a general statement of the activities of the Board, along with the reports of the various Standing Committees. In addition, statistical information is provided by way of tables on costs, enrollments, attendance, and transportation of students.

Respectfully submitted,



Clem Sinnott,
Chairman (1989-90)
Unit #4 School Board

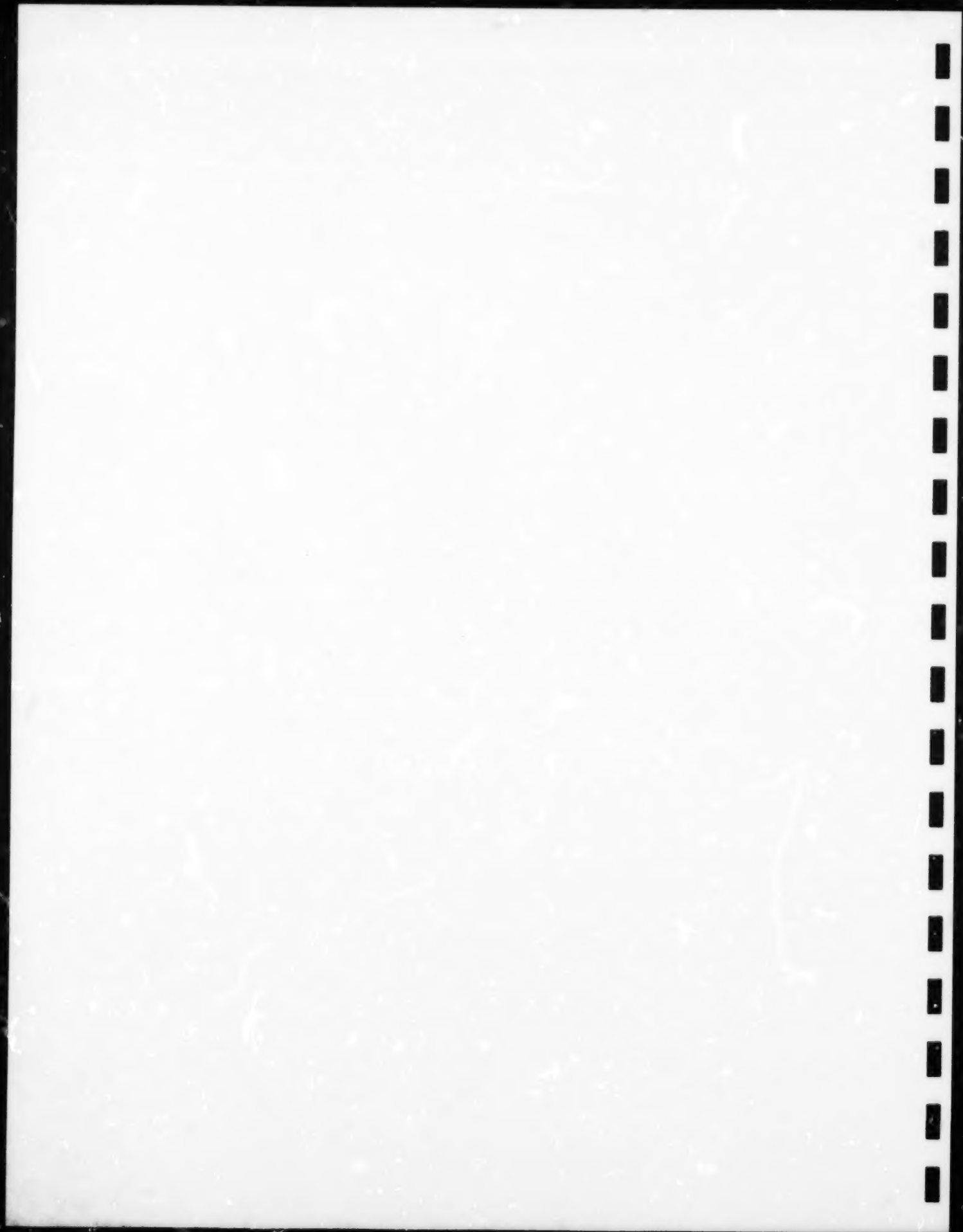


TABLE I - SCHOOL TRUSTEES & COMMITTEES

Name	Title	Address	Tel. No.	Board Committee
Clem Sinnott	Chairman	Morell	962-2690	Finance Ch'man Ex officio of all committees
Linda Aspin	Vice-Chairman	Belle River P.O.	659-2599	Program/Teacher
Lorraine Crawford	Secretary	Montague	838-2449	Building & Maintenance
John Hennessey	Board Member	Souris	687-2960	Transportation
Brian Hogan	Board Member	Morell	961-2556	Transportation
Susan Jackson	Board Member	Murray Harbour N.	962-2900	Transportation
Tom Kickham	Board Member	Souris West	687-2573	Program/Teacher
Boyd Leard	Board Member	Souris	687-3225	Building/Maintenance
Allison MacDonald	Board Member	Cardigan R.R. 3	583-2842	Building/Maintenance
George Matheson	Board Member	Montague R.R. 1	838-4424	Program/Teacher
Fred Mullen	Board Member	Mt. Stewart	892-4441	Transportation
Wilbur Naddy	Board Member	Montague	838-2870	Building & Maintenance
Charlie Stewart	Board Member	Vernon P.O.	651-2338	Building & Maintenance
Waldo Taylor	Board Member	Wood Islands	962-2046	Program/Teacher
Marian Trowbridge	Board Member	Bridgetown	583-2834	Transportation

The Superintendent may be asked to attend all Committee meetings. Further, the Assistant Superintendent attends Program/Teacher Committee meetings and Transportation; the Maintenance Supervisor attends Maintenance Committee meetings; the Transportation Supervisor attends Transportation Committee meetings; the Business Superintendent attends Finance Committee meetings, Building & Maintenance Committee meetings and Transportation meetings.

TABLE II - BOARD OFFICE STAFF

Name	Title	Staff
Phil Lake	Superintendent	Supervisory - Instructional
Sr. Elizabeth Dunn	Assistant Superintendent	Supervisory - Instructional
Dan MacDougall	Business Superintendent	Supervisory - Non-instructional
Bill MacLure	Transportation Supervisor	Supervisory - Non-instructional
John Miodowski	Building & Maintenance Supervisor	Supervisory - Non-instructional
Cathy Ayers Horne	Media Librarian	Consultant
Sandy MacDonald	Co-ordinator of Student Services	Consultant
Leslie Steeves	Language Arts Consultant	Consultant
Jim Nimmo	French Co-ordinator	Consultant
Louise Bruce		Board Office Clerical
Doris Carver		Board Office Clerical
Tanya Flynn		Board Office Clerical
Dorothy Jamieson		Board Office Clerical
Noreen Lannigan		Board Office Clerical
Mary Musick		Board Office Clerical
Dale Sencabaugh		Board Office Clerical
Clare Shepard		Board Office Clerical

TABLE III -PRINCIPALS/CLERICAL STAFF

School	Principal	Secretary	Phone
Belfast Consolidated	Ken McAleer	Janice MacDonald	659-2605
Cardigan Consolidated	Walter Wilkins	Marg Fogarty	583-2398
Dundas Consolidated	Myron Yates	Audrey Riley	583-2711
Eastern Kings Consolidated	Jim Campbell	Judy Coffin	357-2501
Fortune Consolidated	Gene MacDonald	Cathy Williams	687-2352
Georgetown Elementary	Peter Rankin	Dawn Martell	652-2602
Montague Consolidated	Frank Creighton	Beth Graham	838-2424
Morell Consolidated	Ernie Arnold	Anita Geldert	961-2384
Mt. Stewart Consolidated	Leo Hendricken	Deanna Birt	676-2458
Rollo Bay Consolidated	Wendell Deagle	Mary Peters	687-2821
Souris Consolidated	Roger Soloman	Maggie MacPhee	687-2468
Southern Kings Consolidated	Bernie Crawford	Suzanne Billard	962-2365
St. Peter's Consolidated	Aquinas Ryan	Diane MacKenzie	961-2867
St. Teresa's Consolidated	Sr. Christina Doyle	Charlotte Bradley	583-2945
Tracadie Cross Consolidated	Barry Wilson	Debbie MacIntyre	676-2943
Vernon River Consolidated	Peter Driscoll	Agnes Walsh	651-2618
Montague Regional High	Alan Hubley	Suzanne Beagan Laurel Martin Debbie Buchanan	838-2473
Morell Regional High	Jim MacAulay	Phyllis Coffin	961-2021
Souris Regional High	Albert Fogarty	Barb MacDonald	687-2325

Chairman's Report

The Unit #4 School Trustees elected me as Chairman during the first meeting of the Board for the new fiscal year in July, 1990. It is indeed a privilege for me to serve in that capacity and to present the Chairman's Annual Report to the Minister of Education and to citizens of the Unit #4 School District.

The spring of 1989 was School Board election year and I wish to congratulate and welcome four new School Board members. They are: Susan Jackson, Zone #12 serving the Southern Kings area; Tom Kickham, Zone #2 serving the Souris area, Wilbur Naddy, Zone #10 serving the Montague and Brudenell area and Marian Trowbridge, Zone #1 serving the Dundas and Cardigan area. I also wish to welcome back to the Board two long standing members - Mr. Charlie Stewart, Zone #8 serving the Vernon River and St. Teresa's area and Waldo Taylor, Zone #14 serving the Wood Islands and Belfast area. I, too, was re-elected in Zone #6 to serve Morell and surrounding area.

Waldo Taylor had been Chairman of the Unit #4 Board on several occasions over many years. All of us appreciate the years of service and positive leadership provided by Waldo. He now serves on the Executive Committee, the Finance Committee, and is Chairman of the Program/Teacher Committee. His knowledge and background is a great help to me.

The spring of 1991 will be a School Board election year for the odd numbered Zones #1, #3, #5, #7, #9, #11, #13, and #15. The term of office is for 4 years and we would encourage the general public to get involved either by serving as a Trustee or participating in the elections. With a budget of close to 25 million dollars for Unit #4 alone, you can see School Board affairs are certainly "big business" and need the support and participation of all.

As you can see from Table I, the Board has 4 standing Committees: Program/Teacher; Transportation; Building and Maintenance; and Finance. All Board members serve on one Committee or more. In addition, the Executive of the Board meets from time to time as the need arises. We also have two representatives (Linda Aspin and Marian Trowbridge) on the Prince Edward Island School Trustees Association and George Matheson, one of our Trustees, completed a two-year term as President of the PEISTA. You can see our members are busy.

One of the highlights for the 1989-90 year was our move to the new School Board offices, located on Douses Road, Montague. We thank the Department of Education, Department of Public Works, and the Government of Prince Edward Island for their assistance in finally obtaining office space for the Unit #4 School Board. The long wait finally paid off with beautiful facilities.

In 1989-90 we saw the opening of one new school, and the renovations and a new addition to another. St. Teresa's Consolidated has a beautiful new building and Tracadie Cross has a renovated and improved school, combined with new facilities. Again, our thanks to the Department of Education and the Government of Prince Edward Island. I know the citizens of those areas are very proud of their new facilities. Facilities are important, but good teachers and good parent/teacher communications and relationships are also important. I am pleased to report we have excellent support in those two communities and all communities in our Unit #4 District.

The Trustees in Unit #4 take their responsibilities seriously and many took advantage of the opportunities available to improve their knowledge and awareness of School Board business by attending the Education Leadership Conference; the Atlantic Provinces School Trustees Conference; the Provincial Trustees Conference; the Canadian Trustees Conference; or the Unit #4 in-service day held last March. I commend my Trustee colleagues for their dedication and interest in Trustee matters.

The 1989-90 year was a very busy year for Trustees. In addition to our regular Board meetings, the Committee meetings and Provincial/National Trustee business, we had several special meetings to deal with specific topics. Much time, last year, was given to the French First Language proposals, the Elementary Education Report, the Philosophy of Education Report, and other Department of Education documents. As Chairman, I served on the Minister's Consultation Committee and met with Department officials, from time to time, on the Foundation Program, proposed legislation, and related matters. I also served on the Negotiations Committee. The Program/Teacher Committee visited 7 schools this past year and will visit the remaining schools during the 1990-91 year. We try and visit the high schools each year and the elementary every two years.

We were pleased the Minister of Education took time to visit all schools in Unit #4, except one. A stormy day prevented a visit to Eastern Kings Consolidated. A new date will be set this fall. We sincerely appreciate Mr. Connolly's commitment to education in our Unit and to the Island as a whole.

Last year our Board had a special dinner to honor all employees who have served the District for 25 years or more. We had 52 employees who qualified for recognition. In future, we will honor all those who reach their twenty-fifth year with us, at the dinner to honor retiring personnel.

Speaking of retiring personnel, we had five people retire this year. They are: Mrs. Blanche Howlett, Principal of Dundas Consolidated; Mrs. Annie Mooney, teacher at Vernon River Consolidated; Sister Doreen Walsh, teacher at Montague Regional High School; Sister Mary Walker, teacher at Tracadie Cross Consolidated; and Mrs. Joyce Dixon, teacher at Souris Regional High School. We wish those five ladies many happy years in retirement and thank them for so many years of loyal service to the youth of Unit #4.

The Board is pleased to sponsor several student related organizations and institutions. Twenty of our high school students took part in the Terry Fox program; two students attended the Forum for Young Canadians; three students attended Interchange on Canadian Studies; many others participated in Provincial Associations and organizations. In addition, hundreds of our students have participated in school sponsored events, drama, athletic, cultural, scientific and environmental.

I am pleased the Board has agreed to purchase 8 new bus radios. With input from the public, the Board has committed itself to purchase new radios each year to correspond with the new bus purchase. In time we will have our bus fleet equipped with two way radios. We have purchased the Emergency Measures System.

The Board, last year, campaigned actively to keep the Teacher Aide Program made possible through the Manpower and Immigration Department. I am pleased to report this Program was reinstated. This is an excellent support program for our pupils and teachers.

As you can see, my first year as Chairman was quite busy, yet productive. I think the Unit #4 school system is a good one and I am proud to be associated with it. I want to offer my sincere appreciation to the Department of Education and its professional staff. The Department is showing very positive and direct leadership in many fields and it is appreciated. I also want to thank all Board Members, Dr. Phil Lake, our Superintendent; Sister Elizabeth Dunn, our Assistant Superintendent; Dan MacDougall, our Business Superintendent; our Consultants, office staff, and all our employees for their loyal and committed service to the pupils in the Unit #4 District. Let's continue to work together for a super school system.

Respectfully submitted,

Clem Sinnott, Chairman 1990-91

Superintendent's Report

Once again I am pleased to report a great year in the Unit #4 School District. 1989-90 saw the opening of two new schools - Tracadie Cross Consolidated and St. Teresa's Consolidated. As well, we moved to a new Board Office last September. We also saw the extension of our guidance services to elementary schools, increased help for students with learning disabilities, and expanded student services as provided under the leadership of Sandy MacDonald, Board Consultant. In addition, we saw expanded library services, additional library books for all schools, new computer hardware and software, as well as theme kits and resource materials. In short, it has been a great year for our staff and students.

I continue to be pleased with the leadership and support offered by the Department of Education. We are so fortunate on Prince Edward Island to have a close working relationship with the Minister and his officials. Last year the Department released the Philosophy of Education Report, the Elementary Education Report, the School Library Collection Policy, French First Language Regulations and Guidelines and provided leadership in many areas; in particular, guidance services, special education services, language arts, mathematics and other areas of the curriculum. Each year scores of our teachers receive assistance with new curriculum through Department seminars, workshops, and study sessions.

We know that information is doubling every few years and the knowledge and awareness on how children think, feel, behave and learn is also quite abundant. One of our major tasks, therefore, is to assist our teachers on how to be up to date and aware of the best methods of instruction. Last year we convinced the Board to place extra money in our in-service/curriculum development program and I am pleased to convey many positive experiences, as reported by our staff members. Next year we will continue to work with our teachers as they may provide the best possible services for our youth.

Half of our principals, last June, finished the two-year IDEA Leadership Training Program under the leadership of Bob MacRae of the P.E.I. Teachers' Federation. We hope to have another program in a year or two for those principals who have not had the opportunity to enroll. This, by all reports, was an excellent program for principals and I wish to thank the Board for the financial support.

At each school level the staff of many schools are participating in school based staff development programs. Many worthwhile ideas have emerged and many teachers have gained new knowledge and insight into the teaching/learning process. We look forward to new and productive developments.

As Superintendent I am pleased with the services provided by our schools and the commitment made by our professional and support staff. We have so much to be thankful for and so little to grumble about. True, everything is not perfect; however, I do not know of a single individual employed by Unit #4, in any capacity, who does not try and do a good job. Not everyone agrees, at all times, on all the approaches or objectives, and from time to time some changes are in order. However, the attitude and willingness to do a good job, the best possible job, is evident. I sincerely appreciate this.

Students from Unit #4 do well in Provincial and National competitions. Last year our students received over \$200,000 in scholarship funds from Canadian Universities. Montague Regional High School won National recognition and was one of five schools honored in Canada by Reader's Digest and received a grant of \$10,000 to assist with the Drug and Alcohol program.

We have excellent schools, great teachers and up to date curriculum. Yet many of our students do not do well. Why? There are no easy answers since a lot of factors enter into play. Perhaps the greatest single reason is attitude or a commitment by the student to do well. History shows us that a lot of dropouts, across the nation, when mature or see the value of an education, do extremely well when they return to study. They do well because they have a positive attitude and are motivated and ready to make a commitment. As parents, teachers and citizens we need to work hard at encouraging those students who do not see the value of an education. There are so many opportunities that are being lost by those who really do not come close to reaching their potential. This is our greatest problem and we must work together to motivate and encourage our youth to do well. Perhaps different scheduling, a more flexible day, work experience (on the job training), co-operative education, alternative programs, better guidance, etc. would help. Suggestions from anyone would be appreciated.

Last year, as well, we had the first French Immersion graduates; that is, many who started Grade 1 twelve years ago, graduated from Grade 12. All graduates are proud of their accomplishments and proud of their ability to function in both official languages. French Immersion classes also started in Souris last year at the Grade 1 level. French Immersion experiences are positive ones and we would like to see more students take advantage of the opportunities that are available.

Again, our financial picture is very positive. From last year's surplus the Board provided much needed library, curriculum, computer and learning materials, as well as carried out several special projects. Extra funds will be available again this year to help schools improve their services to children.

In addition to the regular school program, most teachers give many, many hours to extracurricular activities: student travel, sports activities, music festivals, board festivals, Christmas concerts, drama festivals, speech nights, graduations, student government, student dances, Allied Youth, Students Against Drinking and Driving, Young Achievers. These are but a few of the activities provided for the young people. On behalf of the Board, I wish to express appreciation to all those who helped in so many ways.

I also want to say a word of thanks to our Chairman, Clem Sinnott, and all Trustees for their sincere and conscientious efforts on behalf of the Unit #4 Board. A Trustee's job is not easy; however, all accept their responsibilities faithfully and try their best to make the best decisions for the District as a whole.

In closing, a sincere thank-you to my colleagues here at the Board Office (instructional and non-instructional); to the principals and staffs at the school level; and the many non-instructional people at all levels in the Unit. When everyone does his/her job well, everyone in the District gains. Let's continue to do our best for our students and help Unit #4 continue to be a great School District.

Respectfully submitted.

Dr. Philip Lake
Superintendent of Education

Report of the Program/Teacher Committee

This report focuses on the activities of the committee for the 1989/90 school year. As in other years, the committee is concerned with instructional personnel, programs, and with the evaluation of staff and programs.

In the area of staffing the committee is involved with the interviewing of prospective teachers and teacher assistants, and recommending to the Board suitable candidates for full-time and part-time positions. In addition, the committee is involved in accepting resignations and retirements, approving teacher transfers, granting of tenure to teachers, and approving re-engagement of teachers; all subject ultimately to Board approval. Also in the area of staffing, the committee interviewed sabbatical leave candidates, and recommended the granting of leaves of absence.

Changes in instructional staff for the 1990/91 school year included:

- (a) three teachers retired;
- (b) one resignation;
- (c) nineteen teachers will be on leaves of absence (three on deferred salary plan, four extensions to leaves of absences, one political appointment, one on secondment to Dept. of Education, two sabbatical leaves, two employed in another province, and others are for study purposes);
- (d) five teachers are returning to the Unit from leaves of absences;
- (e) twenty-four re-engagements of probationary teachers and nine have been granted tenure. These are in the area of french, resource, special needs, and library.
- (f) There were twenty layoffs, but fourteen of these teachers were re-engaged and six are not placed at the present time.
- (g) Twenty one new positions (three half-time and eighteen full-time). These consist of special education, business education, resource, industrial arts, music, library, french immersion, home economics, and five regular classroom teachers.
- (h) There were a number of transfers in the Unit. Most of the transfers were to accommodate teachers who were requesting transfer or to enable them to move into new areas of teaching.
- (i) One principal resigned and was replaced by a transfer from within the Unit.
- (j) One Co-ordinator, one Vice-Principalship, two Principalships, and three Department Head positions were filled.

The second major function of the Program/Teacher Committee is curriculum. During the 1989/90 school year the committee spent time reviewing and making recommendations on the following topics

(a) Reviewing policies and policy papers from Department of Education as well as updating School Board policies.

(b) The Committee studied the proposed regulations respecting the provision for French first language education on P.E.I. The Committee studied the draft and referred it to the School Board.

(c) The Committee met with representatives from schools offering french immersions courses as a follow-up to the french immersion maintenance program.

(d) An amended French Immersion Maintenance Policy #286 was presented to the Board for its adoption at the April Board meeting.

(e) The Committee received a submission from the Souris Regional High School staff, and met with them to become more aware of the structure of the Souris Regional scheduling system and the demands it places on the school's staff.

(f) Unit 4 Language Arts Consultant, Leslie Steeves, gave an overview of the Big Book project and how these books are used in the school system.

(g) Study of the School Library Policy and a recommendation was made to the Board that it be accepted.

(h) The Committee met with Jim Nimmo, French Co-ordinator, in April and a presentation was made on the Communicative Approach to the teaching of French. Presently workshops, seminars, and classroom demonstrations center on helping teachers become familiar with the Communicative Approach.

(i) The Committee visited the following schools during the 1989/90 school year - Rollo Bay, Montague, Georgetown, Southern Kings, Vernon River. During this time the trustees toured the schools and met with teachers to hear their concerns as well as the positive aspects of the schools. This also gave staffs an opportunity to ask for Board support in matters brought to their attention. An attempt will be made to visit high schools early in following school years in order that practical suggestions may be implemented in that school year.

(j) The Committee held several meetings in the Souris area to discuss the french immersion programs at the elementary level. A Unit-wide meeting was held in Dundas to discuss the Core French Program.

The Program/Teacher Committee wishes to express its appreciation to the Board Office Staff, and the Unit's instructional and non-instructional staff for their cooperation during the past year.

Respectfully submitted,

Waldo Taylor
Chairman

Operation Report

The School Board has three standing operational committees: Transportation, Building and Maintenance, and Finance. These committees hold regular monthly meetings during the school year. The committees deal with a wide range of items and are charged with the responsibility to review, analyze, discuss, and recommend to the full Board suggestions and/or solutions to matters arising.

The following are the major highlights of the many topics covered by each of the standing committees.

FINANCE COMMITTEE

- Preparation and presentation of annual budgets to the Department of Education.
- Overview and study of the new "Pay Equity Legislation".
- Monitor and advise with union contract negotiations.
- Monitor the financial progress of the Unit on a monthly basis.
- Recommend and oversee the Board special project spending.
- Formulate and review Board policy.
- Deal with and provide solutions and recommendations to the full Board on extraordinary financial expenditures.

BUILDING AND MAINTENANCE COMMITTEE

- Monitor and oversee the Boards relocation to new premises.
- Monitor the completion of renovations to our schools at St. Teresa's and Tracadie Cross.
- Deal with extraordinary situations that arise when dealing with twenty school buildings.
- Calling for and recommending tenders for services such as snow removal, grass cutting, fuel oil, painting, major renovations and other items required by the Board.
- Initiating and ensuring the completion of stage one of the Unit fuel tank replacement program.

TRANSPORTATION COMMITTEE

- Calling for tenders for new school buses purchased during the year.
- Initiate the new two-way radio communication policy.
- Approve requests for special contracts for transportation services.
- Oversee the development of existing and new policies as they effect transportation.

It is because of these committees that the full Board is able to come to grips with the vast amount of business requiring the attention of Board members at regular Board meetings. Each of the following committee chairman wish to express sincere appreciation to the Board Office staff, school administrative staff and fellow committee members for the excellent co-operation extended.

Respectfully submitted,

John Hennessey
Chairman
Transportation Committee

Charles Stewart
Chairman
Building and Maintenance Committee

Clem Sinnott
Chairman
Finance Committee

REGIONAL ADMINISTRATIVE UNIT NO. 4

MONTAGUE, P.E.I.

FINANCIAL STATEMENTS

JUNE 30, 1990

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AUDITORS' REPORT

To the Board of School Trustees of
Regional Administrative Unit No. 4

We have examined the balance sheets of Regional Administrative Unit No. 4 as at June 30, 1990 and the statements of revenue and expense, operating surplus, and capital surplus for the year then ended. Our examination was made in accordance with generally accepted auditing standards, and accordingly included such tests and other procedures as we considered necessary in the circumstances.

In our opinion these financial statements present fairly the financial position of the Unit as at June 30, 1990 and the results of its operations for the year then ended in accordance with generally accepted accounting principles applied on a basis consistent with that of the preceding year.

Charlottetown
Prince Edward Island

August 2, 1990

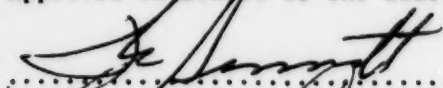
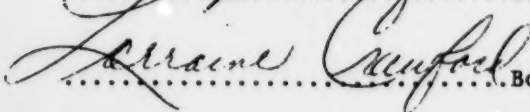


Chartered Accountants

BALANCE SHEETJUNE 30, 1990

	<u>ASSETS</u>	<u>1990</u>	<u>1989</u>
<u>Current</u>			
Cash		\$ 1,375,170	\$ 822,590
Receivables			
Grants (Note 2)		168,083	165,583
Miscellaneous		33,602	25,765
Prepays		15,400	312,679
		<u>1,592,255</u>	<u>1,326,617</u>
<u>Capital</u>			
Land, buildings, and equipment (Note 3)		<u>25,314,027</u>	<u>24,555,859</u>
		<u>\$26,906,282</u>	<u>\$25,882,476</u>
	<u>LIABILITIES AND SURPLUS</u>		
<u>Current</u>			
Payables and accruals			
General		\$ 486,217	\$ 163,051
Salaries and benefits		36,698	33,259
Debentures matured and payable		4,500	4,500
Debenture interest payable		5,803	5,803
Payable to Province of P.E.I. (Note 4)		273,304	297,949
Deferred items (Note 5)		477,960	460,471
		<u>1,284,482</u>	<u>965,033</u>
<u>Operating surplus</u>			
Reserve		100,000	
Appropriated		200,000	
Unappropriated		7,774	361,584
		<u>307,774</u>	<u>361,584</u>
		<u>1,592,256</u>	<u>1,326,617</u>
<u>Capital</u>			
Long term debt - debentures		16,541,026	15,774,200
Capital surplus		<u>8,773,000</u>	<u>8,781,659</u>
		<u>25,314,026</u>	<u>24,555,859</u>
		<u>\$26,906,282</u>	<u>\$25,882,476</u>

Approved on Behalf of the Board


Board Chairman

Board Secretary

REGIONAL ADMINISTRATIVE UNIT NO. 4

TRUST FUNDS

JUNE 30, 1990

BALANCE SHEET

	<u>ASSETS</u>	<u>1990</u>	<u>1989</u>
Due from general accounts		\$ 6,353	\$ 1,277
Term deposits		23,000	23,000
Deposits with provincial government		<u>2,200</u>	<u>2,200</u>
		<u>\$ 31,553</u>	<u>\$ 26,477</u>
<u>CAPITAL</u>			
Trust Surplus (see statement)		\$ 7,353	\$ 2,277
Trust Capital		<u>24,200</u>	<u>24,200</u>
		<u>\$ 31,553</u>	<u>\$ 26,477</u>

STATEMENT OF INCOME, EXPENDITURE AND SURPLUS

YEAR ENDED JUNE 30, 1990

	<u>James A. Gordon Memorial Bursary</u>	<u>Dr. Percy Lavers Memorial</u>	<u>Albert MacLaren Bursary</u>	<u>Robert and Elizabeth Fraser Trust</u>	<u>Misc.</u>	<u>1990</u>	<u>1989</u>
Income	\$ 200	\$ 2,000	\$ 124	\$ 103	\$ 7,757	\$ 10,184	\$ 5,086
Expenditure	<u>200</u>	<u>2,400</u>	<u>100</u>	<u>103</u>	<u>2,305</u>	<u>5,108</u>	<u>5,169</u>
Surplus, beginning of year	Nil	(400)	24	Nil	5,452	5,076	(83)
	<u>45</u>	<u>80</u>	<u>25</u>	<u>Nil</u>	<u>2,127</u>	<u>2,277</u>	<u>2,360</u>
Surplus, end of year	<u>\$ 45</u>	<u>\$ (320)</u>	<u>\$ 49</u>	<u>Nil</u>	<u>\$ 7,579</u>	<u>\$ 7,353</u>	<u>\$ 2,277</u>

REGIONAL ADMINISTRATIVE UNIT NO. 4

STATEMENT OF CAPITAL SURPLUS

YEAR ENDED JUNE 30, 1990

	<u>1990</u>	<u>1989</u>
Capital surplus, beginning of year	\$ 8,781,659	\$8,594,396
Add:		
School buildings, equipment, and major projects (Note 6)	1,265,828	257,241
Renovations, furniture and equipment	156,887	133,074
Buses and maintenance vehicles	426,876	324,000
Debt retirement out of current funds - debentures	<u>429,558</u>	<u>590,154</u>
	<u>11,060,808</u>	<u>9,898,865</u>
Deduct:		
Issue of debenture re St. Teresa renovation	574,257	
Issue of debenture re Tracadie Cross renovation	522,128	
Issue of debenture re Fortune roof	40,000	
Issue of debenture re Morell Consolidated windows	25,000	
Issue of debenture re Montague Consolidated accessibility	35,000	55,000
Depreciation		
Buildings	584,052	566,494
Furniture and equipment	236,647	250,723
Buses	<u>270,724</u>	<u>244,989</u>
	<u>2,287,808</u>	<u>1,117,206</u>
Capital surplus, end of year	<u>\$ 8,773,000</u>	<u>\$8,781,659</u>

REGIONAL ADMINISTRATIVE UNIT NO. 4

STATEMENT OF OPERATING SURPLUS

YEAR ENDED JUNE 30, 1990

	<u>1990</u>	<u>1989</u>
<u>Unappropriated Surplus</u>		
Balance, beginning of year	<u>\$361,584</u>	<u>\$369,794</u>
Deduct:		
Transfer to appropriated surplus	200,000	
Transfer to reserve	100,000	
Excess of expense over revenue for the year	<u>53,810</u>	<u>8,210</u>
	<u>353,810</u>	<u>8,210</u>
Balance, end of year	<u>\$ 7,774</u>	<u>\$361,584</u>
<u>Appropriated Surplus</u>		
Balance, beginning of year	Nil	Nil
Add:		
Transfer from unappropriated surplus	<u>\$200,000</u>	<u>Nil</u>
Balance, end of year	<u>\$200,000</u>	<u>Nil</u>
<u>Reserve</u>		
Balance, beginning of year	Nil	Nil
Add:		
Transfer from unappropriated surplus	<u>\$100,000</u>	<u>Nil</u>
Balance, end of year	<u>\$100,000</u>	<u>Nil</u>

REGIONAL ADMINISTRATIVE UNIT NO. 4

STATEMENT OF REVENUE AND EXPENSE

YEAR ENDED JUNE 30, 1990

	<u>1990</u>	<u>%</u>	<u>1989</u>	<u>%</u>
Revenue				
Grants from the Department of Education				
Operations	\$ 1,038,214	4.6	\$ 928,976	4.4
Instructional	13,956,499	62.2	13,090,792	61.5
School maintenance and operation	2,951,140	13.1	2,917,359	13.7
Transportation	2,486,585	11.1	2,374,782	11.1
Interest on long term debt	1,838,991	8.2	1,888,672	8.9
Sundry (Note 7)	176,136	0.8	101,329	0.4
	<u>22,447,565</u>	<u>100.0</u>	<u>21,301,910</u>	<u>100.0</u>
Expense				
Operations	1,100,020	4.9	980,273	4.6
Instructional	13,954,518	62.0	13,178,602	61.8
School maintenance and operation	2,969,438	13.2	2,761,182	12.9
Transportation	2,462,798	10.9	2,296,341	10.8
Interest on long term debt	1,838,991	8.2	1,888,672	8.9
Special projects undertaken by the Board	175,610	0.8	205,050	1.0
	<u>22,501,375</u>	<u>100.0</u>	<u>21,310,120</u>	<u>100.0</u>
Excess of expense over revenue for the year	<u>\$ (53,810)</u>		<u>\$ (8,210)</u>	

REGIONAL ADMINISTRATIVE UNIT NO. 4

SCHEDULE OF OPERATIONS EXPENSE

YEAR ENDED JUNE 30, 1990

	<u>1990</u>	<u>1989</u>
Salaries and benefits (see note below)		
Supervisory	\$ 203,786	\$182,762
Secretarial and clerical	<u>555,741</u>	<u>528,549</u>
	<u>759,527</u>	<u>711,311</u>
Insurance	43,531	42,431
Professional services	26,722	688
Board member remuneration	24,596	20,243
Board member travel and other	53,200	43,563
Postal services	9,058	5,411
Advertising	8,306	8,890
Office supplies	19,842	17,679
Telephone	53,396	58,779
Travel	58,857	49,772
Professional development	36,894	17,317
Miscellaneous	<u>6,091</u>	<u>4,189</u>
	<u>340,493</u>	<u>268,962</u>
	<u>\$1,100,020</u>	<u>\$980,273</u>

Note: Supervisory salaries include:

Superintendent
Assistant Superintendent
Business Superintendent

Secretarial and clerical salaries include:

Board office secretarial and clerical staff
School secretarial staff

REGIONAL ADMINISTRATIVE UNIT NO. 4

SCHEDULE OF INSTRUCTIONAL EXPENSE

YEAR ENDED JUNE 30, 1990

	<u>1990</u>	<u>1989</u>
Salaries and benefits (see note below)		
Instructional supervisory	\$ 2,484,549	\$ 2,393,975
Instructional non-supervisory	<u>11,090,578</u>	<u>10,419,451</u>
	<u>13,575,127</u>	<u>12,813,426</u>
Program		
Computer science	10,201	10,357
Library	42,134	31,802
Duplicating supplies	75,788	85,482
Academic supplies	36,841	43,698
Home economics	4,111	4,897
Industrial arts	9,045	11,375
Science	8,696	7,321
Physical education	17,657	30,960
Art	8,976	9,621
Music	4,347	2,306
Guidance	3,901	4,169
French	5,598	10,068
Special education	5,336	4,204
Vocational education		
Business	11,422	11,943
Carpentry	14,787	14,919
Motor vehicle repair	28,130	35,042
Welding	38,870	47,553
Other vocational and prevocational courses	16,055	9,187
Miscellaneous	<u>37,496</u>	<u>(9,728)</u>
	<u>379,391</u>	<u>365,176</u>
	<u>\$13,954,518</u>	<u>\$13,178,602</u>

Note: Supervisory salaries include:

Principals
Vice-Principals
Department heads
Co-ordinators
Consultants

Non-Supervisory salaries include:

All teaching staff excluding those listed above

REGIONAL ADMINISTRATIVE UNIT NO. 4

SCHEDULE OF SCHOOL MAINTENANCE AND OPERATION EXPENSE

YEAR ENDED JUNE 30, 1990

	<u>1990</u>	<u>1989</u>
Salaries and benefits (see note below)	<u>\$1,033,825</u>	<u>\$ 996,371</u>
Fuel	290,826	214,082
Insurance	23,854	24,906
Electricity	303,695	260,786
Garbage, water and sewage	30,132	31,569
Janitorial supplies	84,081	63,590
Equipment repairs	24,667	20,058
Building repairs	226,624	211,479
Annual cleaning	9,761	8,889
Maintenance of grounds	36,382	30,038
Snow removal	45,218	44,212
Miscellaneous	<u>39,674</u>	<u>37,985</u>
	<u>1,114,914</u>	<u>947,594</u>
Depreciation - school buildings	584,052	566,494
- furniture and equipment	<u>236,647</u>	<u>250,723</u>
	<u>820,699</u>	<u>817,217</u>
	<u>\$2,969,438</u>	<u>\$2,761,182</u>

Note: Salaries include:

Building and Maintenance Supervisor
Janitorial staff
Maintenance staff

REGIONAL ADMINISTRATIVE UNIT NO. 4

SCHEDULE OF TRANSPORTATION EXPENSE

YEAR ENDED JUNE 30, 1990

	<u>1990</u>	<u>1989</u>
Salaries and benefits (see note below)	<u>\$1,557,661</u>	<u>\$1,498,372</u>
Gas - bulk	225,595	182,076
- service station	98,352	86,408
Contracted transportation service		
- disadvantaged students	20,954	19,620
Bus depot parts and supplies	229,102	211,461
Outside repairs and maintenance	12,310	16,472
Insurance	14,965	9,844
Extra curricular transportation - rentals only	13,123	4,956
Snow removal	6,303	6,525
Miscellaneous	<u>13,709</u>	<u>15,618</u>
	634,413	552,980
Depreciation - buses	<u>270,724</u>	<u>244,989</u>
	<u>\$2,462,798</u>	<u>\$2,296,341</u>

Note: Salaries include:

Transportation Supervisor
Bus driver staff
Bus depot staff

REGIONAL ADMINISTRATIVE UNIT NO. 4

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1990

1. Accounting policies

(a) Fixed assets

Land, buildings, furniture and equipment are recorded at values carried in the accounts of the former School Boards as at June 30, 1972, with subsequent additions at cost. Buses are recorded at cost.

The depreciation rate for furniture and equipment is 15 percent per annum calculated on the diminishing balance basis and for buses is 12 percent per annum calculated on the straight line basis. Buildings are depreciated at 2½ percent per annum on the diminishing balance method.

(b) Inventories, at the lower of cost and net realizable value

Bus parts inventory on hand at a cost of \$111,296 have not been reflected on the balance sheet. All such parts are expensed when purchased.

2. Grants receivable

	<u>1990</u>	<u>1989</u>
Salaries and benefits	\$ 41,729	\$ 41,729
Grants under-advanced	81,354	78,854
Financing assistance - wood boiler	<u>45,000</u>	<u>45,000</u>
	<u>\$168,083</u>	<u>\$165,583</u>

3. Land, buildings, and equipment

	<u>1990</u>		<u>1989</u>	
	<u>Gross Value</u>	<u>Accumulated Depreciation</u>	<u>Net Book Value</u>	<u>Net Book Value</u>
Land - nominal value	\$ 1		\$ 1	\$ 1
Buildings	28,445,504	\$5,667,482	22,778,022	22,096,246
Furniture and equipment	3,830,666	2,489,664	1,341,002	1,420,762
Buses	<u>2,589,072</u>	<u>1,394,070</u>	<u>1,195,002</u>	<u>1,038,850</u>
	<u>\$34,865,243</u>	<u>\$9,551,216</u>	<u>\$25,314,027</u>	<u>\$24,555,859</u>

4. Payable to Province of Prince Edward Island

	<u>1990</u>	<u>1989</u>
General payroll accounts	\$195,642	\$275,059
Tuition paid to Unit 4	24,360	22,890
Wood chip financing assistance repayment	<u>53,302</u>	
	<u>\$273,304</u>	<u>\$297,949</u>

REGIONAL ADMINISTRATIVE UNIT NO. 4

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1990

5. Deferred items	<u>1990</u>	<u>1989</u>
1990-91 school bus purchases	\$388,000	
1989-90 school bus purchases	29,081	\$424,800
Small school assistance	38,626	19,136
Capital grants	12,551	11,935
Sundry	<u>9,702</u>	<u>4,600</u>
	<u>\$477,960</u>	<u>\$460,471</u>

6. School buildings, equipment, and major projects

Included in the current year additions are the following:

Construction and renovations at St. Teresa	\$574,257
Construction and renovations at Tracadie Cross	522,128
Oil tank replacement program	50,000
Morell Consolidated window replacement	56,940
Fortune Consolidated roof	40,000

7. Included as sundry revenue is \$130,378 related to interest earnings during the year.

8. Long term lease

The Board is a party to a 50 year lease with the Tracadie Community Centre for the use of part of their facility as a gym for the students at Tracadie Cross School. The cost of the lease is \$10,000 and will be amortized over the life of the lease. The lease expires on June 30, 2032.

TABLE IV

REGIONAL ADMINISTRATIVE UNIT 4		GRADES											
SCHOOL CODE AND NAME	1	2	3	4	5	6	7	8	9	10	11	12	SPECIAL TOTAL
410 Montague Junior/Senior High							78	85	199	229	222	272	8 1093
411 Morell Regional High									83	77	80	76	5 321
412 Souris Regional High	31	28	24	22	14	24	27	26	93	86	81	98	370
440 Belfast Consolidated	26	26	23	23	21	22	24	19	21				217
441 Cardigan Consolidated	16	16	16	17	11	14	16	19					184
442 Dundas Consolidated	13	17	17	18	15	17	20	19					125
443 Eastern Kings Consolidated	12	17	15	12	6	10	15	10					136
444 Fortune Consolidated	15	15	17	14	16	14	14	13					97
445 Georgetown Elementary	92	73	75	68	67	83	30	26					118
446 Montague Consolidated	26	32	25	31	40	34	8	15					19 437
447 Morell Consolidated	15	12	20	16	13	7	17	16					19 263
448 Mt. Stewart Consolidated	25	20	23	25	24	19	30	19					169
449 Rollo Bay Consolidated	47	28	40	32	27	42	45	38					5 270
450 Souris Consolidated	59	50	46	65	55	50	15	9					4 412
451 Southern Kings Consolidated	12	21	10	11	19	9	6	10					106
452 St. Peter's Consolidated	10	9	10	10	13	9	18	10					77
453 St. Teresa's Consolidated	23	11	15	12	10	18	36	27	29				125
454 Tracadie Cross Consolidated	18	24	27	34	35	32							262
455 Vernon River Consolidated													
TOTAL UNIT 4	440	399	403	410	406	404	299	381	425	297	383	445	60 4,948

TABLE V

PRINCE EDWARD ISLAND

ENROLMENT BY AGE, GRADE, SEX

UNIT 4

OCTOBER 31, 1989

AGE	GRADE												SPEC.	TOTAL	
	F	M	F	M	F	M	F	M	F	M	F	M		F	M
Under 6	32	39													
6	150	166	86	29										33	40
7	5	21	105	101	43	35								2	20
8		1	10	22	129	104	44	31						3	192
9			2		13	35	132	156	39	32				1	2
10					1	2	11	20	139	137	36	35		5	1
11							3	5	20	30	138	135		7	180
12								2	5	15	36	124	105	1	9
13									2	2	7	23	30	1	7
14													2	0	18
15														3	12
16														1	3
17														1	8
18														1	10
19														4	7
20														1	2
Over 20														1	5
	215	225	207	192	187	216	190	210	200	206	191	213	186	213	177
														208	217
														182	210
														181	222
														210	216
														15	45
														2,379	2,619
														9,948	

TABLE VI

TEACHERS BY QUALIFICATIONS & AVERAGE SALARY

<u>1989-90</u>			<u>1988-89</u>		
<u>CLASS OF CREDENTIAL</u>	<u>NO. OF POSITIONS</u>	<u>AVERAGE SALARY</u>	<u>CLASS OF CREDENTIAL</u>	<u>NO. OF POSITIONS</u>	<u>AVERAGE SALARY</u>
VOCATIONAL	7.8	\$38,400	VOCATIONAL	7.75	\$37,044
CERT II	1	\$23,874	CERT II	2	\$23,320
CERT III	2.75	\$28,349	CERT III	5	\$27,691
CERT IV	50.1	\$33,851	CERT IV	40	\$32,996
CERT V	148	\$38,286	CERT V	154.68	\$38,207
CERT VA	46	\$42,800	CERT VA	43	\$40,384
CERT VI	35	\$44,208	CERT VI	34	\$42,386
TOTAL	290.65	\$38,821	TOTAL	286.43	\$38,106

TABLE VII

EMPLOYEES BY CLASS & AVERAGE SALARY

<u>1989-90</u>			<u>1988-89</u>		
<u>CLASS OF EMPLOYEES</u>	<u>NO. OF POSITIONS</u>	<u>AVERAGE SALARY</u>	<u>CLASS OF EMPLOYEES</u>	<u>NO. OF POSITIONS</u>	<u>AVERAGE SALARY</u>
CLERICAL	23.3	\$21,362	CLERICAL	23.3	\$19,914
JANITORS	37.7	\$23,448	JANITORS	36.76	\$21,281
BUS DRIVERS	82	\$16,441	BUS DRIVERS	82	\$14,633
BOARD BASED SUPERVISORY:			BOARD BASED SUPERVISORY:		
(a)NON-INSTRUCTIONAL	3	\$43,687	(a)NON-INSTRUCTIONAL	3.25	\$38,532
(b)INSTRUCTIONAL	5	\$54,565	(b)INSTRUCTIONAL	4	\$52,024
STUDENT AIDES	13 5/7	\$ 5,668	STUDENT AIDES	12.5	\$12,911
TEACHERS	290.65	\$38,821	TEACHERS	286.23	\$38,106
TOTAL			TOTAL	448.24	\$30,911

NOTE: SALARY FIGURES DO NOT INCLUDE BENEFITS.

TABLE VIII
TRANSPORTATION STATISTICS

	<u>1989-90</u>	<u>1988-89</u>
1. No. of operational buses	79	79
2. Seating capacity of buses used	4,672	4,648
3. No. of students transported	4,254	4,094
4. Kilometers per day regular route	6,600	7,018
5. Kilometers per year regular route	1,328,506	1,312,415
6. Kilometers per year extracurricular use	45,362	55,229
7. Total kilometers per year	1,373,868	1,367,644
8. Cost of salaries and benefits	\$1,557,661	\$1,498,372
9. Cost of bus operation*	\$ 634,413	\$ 552,980
10. Total transportation operational cost (#8+#9)	\$2,192,074	\$2,051,352
11. Average number of students per bus	53.8	51.8
12. Percent of bus capacity used	91.1	88.2
13. Average number of yearly kilometers per bus (#1 divided into #7)	17,391	17,312
14. Operational cost per bus (#1 divided into #9)	\$ 8,031	7,000
15. Operational cost per kilometer (#7 divided into #9)	\$.46	.40
16. Total transportation operation cost per student transported (#3 divided into #10)	\$ 515.30	\$ 501.06
17. Total per kilometer (#10 divided into #7)	\$ 1.59	1.50

*Does not include depreciation on the bus fleet, bus depot, or bus depot equipment.

TABLE IX
INVENTORY OF SCHOOLS BUSES - 1989/90

Number of buses on hand July 1, 1989.....	89
Busses sold since July, 1989.....	7
New buses ordered and delivered.....	8
Number of buses on hand June 30, 1990.....	<u>90</u>
Cost of new buses.....	<u>\$395,719</u>